Below are several timely HIPAA e-news items and related articles.

Please be sure to note that in some cases the information presented may be the opinion of the original author.  We need to be sure to view it in the context of our own organizations and environment.  In some cases you may need legal opinions and/or decision documentation when interpreting the rules.

Have a great day!!!
Ken


Main topics included below and attached are:
    [hipaalert] Assessing the Impacts of the TCS Compliance Extension audio conference
    [hipaanotes] HIPAAnote - Vol. 2, No. 3 - 1/18/02




****** [hipaalert] Assessing the Impacts of the TCS Compliance Extension audio conference ***

>>> <info@phoenixhealth.com> 01/18/02 10:09AM >>>
>>> Between a Rock and a Hard Place:
Assessing the Impacts of the TCS Compliance Extension <<<

AudioConference, January 24 at 2 PM EST

SIGN UP NOW!  Go to:  http://www.hipaadvisory.com/ezcart/index.cfm?0118t

From: Phoenix Health Systems, publishers of HIPAAlert & HIPAAdvisory.com, "the HIPAA hub of the Web" (Modern Healthcare)

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Join us for this intensive 60-minute audio discussion & presentation
Slides by Phoenix Health Systems' Principal Clyde Hewitt next Thursday, January 24, 2002, at 2:00 PM Eastern time (that's 1 PM Central, 12 PM Mountain, 11 AM Pacific).

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AT THE END OF THIS PRESENTATION YOU SHOULD BE ABLE TO:

* Know the objectives of Public Law 107-105 (Administrative Simplification Compliance Act)
* Understand the specific requirements to apply for an extension to the Transaction and Code Set (TCS) Rule

* Understand that extension waivers may not be automatic
* Know when your systems must be ready to send and receive standard transactions
* I dentify five major issues that your organization must address as part of the extension decision process
* Recognize the impacts of four potential compliance scenarios with your 'value chain'

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FACULTY:

Clyde Hewitt, M.S., is a Principal at Phoenix Health Systems where he is responsible for consulting in program management, strategic planning, and HIPAA assessments, implementation, and education. Clyde serves in several leadership positions within the North Carolina Healthcare Information and Communications Alliance (NCHICA), including Co-Chair of the HIPAA Awareness, Education and Training Committee and Chair of the NCHICA HIPAA
Lesson Development Committee. He also serves as a distinguished lecturer on HIPAA implementation policies and HIPAA security to various health care associations.

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WHO WILL BENEFIT?

For healthcare leaders and professionals involved in HIPAA compliance, including COO's, CIO's, Compliance and Security Officers, HIPAA team members, Department Heads.

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WHEN?

NEXT WEEK:
Thursday, January 24, 2002 at 2:00 PM Eastern time (1 PM Central,
12 PM Mountain, 11 AM Pacific).

DO IT NOW - SIGN UP TODAY!
Go to:  http://www.hipaadvisory.com/ezcart/index.cfm?0118t

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H I P A A N O T E -- Volume 2, Number 3 -- January 18, 2002

>> From Phoenix Health Systems…HIPAA Knowledge…HIPAA Solutions <<
                > Healthcare IT Consulting & Outsourcing <
=====================================================================
** "Between a Rock and a Hard Place:
Assessing the Impacts of the TCS Compliance Extension" AudioConference **

Join us for this intensive 60-minute audio discussion plus presentation
slides by Phoenix Health Systems' Principal Clyde Hewitt
NEXT Thursday, January 24, 2002, at 2:00 PM EST

SIGN UP NOW! Go to: http://www.hipaadvisory.com/ezcart/index.cfm?0118n
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This week's HIPAAnote…

*** HIPAA Term: Implementing Effective HIPAA Policies - Part I ***

It is often said that policies are the key to security and privacy.  Why?
What's the difference between a "policy" and a "procedure?" In this
HIPAAnote, we'll address these questions - and next week in Part II, we'll
look at the characteristics of an effective policy, and the steps required
to develop one.

The primary objective of any policy is to change user attitude and
behavior. Security and privacy policies officially point the workforce in
the right direction - towards protecting patient privacy and the
confidentiality of patients' personal health information -- and serve as
the foundation and rationale for the procedures that will follow. Further,
policies clearly demonstrate management's commitment to privacy and
security and its intention to make sure patient information is properly
protected. In addition, documented policies can serve as strong evidence
that an organization is exercising due diligence with regards to security
and confidentiality.  Finally of course, a reason for privacy and security
policies is that HIPAA legislation requires them.

The terms "policy" and "procedure" are often confused.  But each has a
different purpose and different characteristics, and should be used in a
different way.

Policies are written decisions made by those in authority -- typically management -- to direct the actions of others.  Policies contain guidelines to govern, and they set limits within which individuals are expected to operate. Policies can be viewed as the "WHAT" that management expects. Procedures, on the other hand, reflect the "HOW." Procedures are standardized, documented administrative practices -- the step-by-step processes by which policies are implemented.

When creating policies it is important to remember this "WHAT" versus "HOW" distinction.  Why?  Combining procedures into a policy has several negatives: first, it often dilutes the desired impact of what should be a concise, clear policy statement. Further, the longer the document, the less likely that it will be read in full. Finally, to become effectively institutionalized, policies should be able to stand the test of time. Unlike hands-on procedures which may require frequent updating as a result of technological developments and operational changes, policies should stand on their own, independent of such factors. Mixing the "apples and oranges" of policies and procedures will shorten the life of any policy. And, in the long run, such bundling will require covered entities to recreate new policies and start all over again on incorporating them into their organizational fabric.

For more on the final privacy rule, go to:
http://www.hipaadvisory.com/regs/finalprivacy/index.htm?0118n

For an overview of the proposed security rule, go to:
http://www.hipaadvisory.com/regs/SecurityOverview.htm?0118n

That's today's HIPAAnote…now, pass it along!

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HIPAAnotes are published weekly as a learning tool to help you and your associates stay tuned-in to HIPAA and its implications. Forward it to anyone with a "need to know" through your own internal mailing list, intranet or newsletter -- whatever works for you….

Our HIPAAcratic oath: We'll use your ideas for HIPAAnotes -- send them!
E-mail D'Arcy Gue, Editor: info@phoenixhealth.com
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